



STATE OF WASHINGTON  
DEPARTMENT OF PERSONNEL

521 Capitol Way South, P.O. Box 47500 • Olympia, Washington 98504-7500 • (360) 753-5368 • FAX (360) 586-4694

May 14, 2010

**TO:** Interested Parties  
**FROM:** Eva Santos, Director   
**RE:** MAY 13, 2010 DIRECTOR'S MEETING ACTION

Mike Sellars, Deputy Director, Department of Personnel, has provided me with the recommendations for the proposals presented at the May 13, 2010, Director's Meeting. After thorough and careful consideration of each item presented, I have concluded action for the following:

**CIVIL SERVICE RULES**

**Item one:** The purpose of this proposal is to clarify that general government employees have layoff option rights to all classes they have held permanent status in regardless of any breaks in service as provided in subsection (1). This is to emphasize that the criteria in subsection (1) must be met. Staff also proposed adding language to WAC 357-46-080 which states that general government employees have layoff list rights to higher classes for which they have held permanent status. Higher education employees do not have layoff list rights to higher classes unless allowed in the employer's layoff procedure. Other proposed changes are housekeeping in nature.

Staff proposed an effective date of June 15, 2010.

**Item two:** Item two is a proposal to allow employers discretion of whether or not to count time served in a WMS review period toward the review period of a new WMS position regardless of whether or not the positions are identified as being closely related. This change does not prevent the employer from establishing their own criteria regarding when to count time served in a WMS review period toward the review period of a new WMS position.

Staff proposed an effective date of June 15, 2010.

**Item three:** Item three is a proposal to specify a notice period for an employee receiving notification that they are being separated from a position during a transition review period.

Staff proposed an effective date of June 15, 2010.



**Item four:** Item four is a proposal to amend WAC 357-31-100. This change is housekeeping in nature.

Staff proposed an effective date of June 15, 2010.

**Item five:** Item five is a proposal due to the launch of a new on-line recruiting system. Under the new system the exams are not scored until after the applicant is processed. This could delay the applicant receiving their score. Therefore staff is repealing WAC 357-16-100. The new system will not have a central talent pool therefore staff proposed removing the "central talent pool" language from WAC 357-16-025. Staff also proposed a change to WAC 357-16-157 because names will not automatically be removed from the applicant/candidate pool when hired.

Staff proposed an effective date of July 1, 2010.

**Item six:** Item six is a proposal that adds language to WAC 357-46-060 that was inadvertently left out when the new rule was adopted in July 2005.

Staff proposed an effective date of June 15, 2010.

**Item seven:** Item seven is a proposal which expands the total number of days a state employee can receive shared leave from 261 days to 522 days. Language was also proposed which allows employers to authorize leave in excess of 522 days in extraordinary circumstances. These changes are due to the passage of ESSB 6724 signed by the Governor March 23, 2010.

Staff proposed an effective date of June 15, 2010.

**Item eight:** Item eight is a proposal to remove the reference to "active" military duty in regard to the 21 days of paid military leave. These changes are due to the passage of SHB 2403.

Staff proposed an effective date of June 15, 2010.

**Item nine:** Item nine is a proposal which is due to the passage of SB 6540. This bill transfers all powers, duties, and functions of the Department of Personnel relating to the Combined Fund Drive to the Secretary of State.

Staff proposed an effective date of June 15, 2010.

### **ACTION TAKEN**

Rule items one through four and six through nine were adopted as proposed with an effective date of June 15, 2010. Rule item five was adopted with an effective date of July 1, 2010.